



BID COMMITTEE REPORT

Meeting Date: June 13, 2019
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with **Esri Canada Limited** in relation to Notice of Intent to Contract (NOITC) No. PS20190559 - Enterprise Agreement with Esri Canada Limited.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008 (subject to final negotiations).

Solicitation Number:	No. PS20190559 - Notice of Intent to Contract - Enterprise Agreement with Esri Canada Limited
Description of the Goods or Service:	Provision of Esri Enterprise Agreement (EA) software licenses and support for Geographical Information System (GIS) software.
Recommended Vendor:	Esri Canada Limited
Contract Term and Contract Value:	<p>The recommended term of the contract is 3 years. The contract price is \$1,000,000, exclusive of all applicable taxes. The price breakdown over the term of the contract is as follows:</p> <ol style="list-style-type: none"> 1. Year 1 - \$333,000 2. Year 2 - \$333,000 3. Year 3 - \$334,000

PROCUREMENT SUMMARY

Date of Issuance of NOITC:	April 4 th , 2019
Notices Sent:	Not Applicable
Closing Date:	April 18 th , 2019
Responses Received:	Not Applicable

COMMENTS

For the recommended contract, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy ADMIN-008;
- b) The contract is proposed to be entered into with the vendor offering the best value, determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy ADMIN-008 due to the value being in excess of \$750,000.
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, Technology Services to be authorized to execute and deliver all legal documents on behalf of the City.
- f) The Bid Committee approval is pre-contract award, the final contract information may vary subject to final negotiations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to NOITC PS20190559 - Enterprise Agreement with Esri Canada Limited under the authority of the City's Procurement Policy ADMIN-008.